

Municipality/Organization: Wrentham Developmental Center

EPA NPDES Permit Number: MAR042030

MassDEP Transmittal Number: W-035610

Annual Report Number

& Reporting Period: April 1, 2006 – March 31, 2007

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2007)

Part I. General Information

Contact Person: Stephen Legendre

Title: Director of Operations

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Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature:



Printed Name: Stephen Legendre

Title: Director of Operations

Date: 4/19/07

Part II. Self-Assessment: The Wrentham Developmental Center has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1-01	Fact Sheet in newsletter	Steve Legendre/ Director of Operations	Awareness / feedback	Fact Sheet distributed to all buildings and employees of facility	Maintain annual distribution of storm-water fact sheet in facility newsletter, <u>CROSSROADS</u> .
Revised					
1-02	Notice posted in food and cleaning services buildings	Steve Legendre/ Director of Operations	Awareness of proper disposal practices	Posters remain in visually conspicuous areas for the employees of these subcontracted service providers	Maintain storm water posters in designated areas
Revised					

1a. Additions:

1-03	Present a storm water fact sheet at each new employee orientation.	Steve Legendre/ Director of Operations	Awareness / improved work habits		Basic awareness among all new employees of SWMP, applicable BMPs, and participation opportunities presented at new employee orientations.
1-04	Establish storm water educational center in Operations Dept. Office	Steve Legendre/ Director of Operations	Availability of educational materials and SWMP reference		Order and collect educational materials to be displayed and filed in central area for reference and distribution

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2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2-01	Recruit designated person per shift; food and cleaning services	Steve Legendre/ Director of Operations	Oversight with increased awareness	Annual Stormwater and Spill Prevention Meeting of all department heads, supervisory administrative personnel, food services manager, and cleaning services manager. Attendees are required to sign-in. Sign-in kept with SWMP documentation. This meeting promotes supervision of employee participation and understanding of applicable BMPs.	Continue to require Annual Storm - water and Spill Prevention Meeting attendance by delegated supervisory personnel. Food Services and Cleaning Service managers will actively supervise for proper disposal methods and delegate supervision in his/her absence.
Revised					
2-02	Request volunteers per employee Unit per shift through newsletter.	Steve Legendre / Director of Operations	Oversight with increased awareness	Same as 2-01 Requests made by supervisory personnel.	Will place request in newsletter for Permit Year 5.
Revised				No request for SWMP volunteer opportunities was published in CROSSROADS Newsletter.	Request for employee participation also made by Annual Storm Water Meeting attendees.
2-03	Security Training/Awareness	Steve Legendre / Director of Operations	Reporting of incidents	Security supervisor attendance at Annual Stormwater Meeting. Established procedures for the reporting and response to incidents	Security supervisor to attend Annual Meeting and maintain documentation of incidents as needed
Revised					
2-04	Training for Transport, Grounds, Paint, and all Maintenance Depts.	Steve Legendre / Director of Operations	Awareness / improved work habits	Tailgate meetings to promote proper work habits as related to SWMP	Tailgate meetings to promote proper work habits as related to SWMP.
Revised					

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2a. Additions

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3-01	Regularly inspect outfalls for dry weather discharges	Steve Legendre / Director of Operations	Early detection and correction	Continued monitoring of outfalls. No dry weather discharges detected.	Continued monitoring of outfalls
Revised					
3-02	Use test kits for pH, nitrate, phosphate during severe wet weather	Steve Legendre / Director of Operations	Early detection and correction	Annual testing conducted during heavy rainfall event on 5-14-06. Tests seem to indicate normal outfall conditions.	Ammonia Nitrogen Test to be included with nitrate, phosphate, and pH in testing of severe wet weather event(s).
Revised				Note: Nitrate test accidentally replaced with Ammonia Nitrogen Test.	
3-03	Spill Response Plan.	Steve Legendre/ Director of Operations	Spill Control Kit on site; E.Q. Northeast for clean-up and Emergency Response.	Annual Stormwater and Spill Prevention Meeting did address Spill Response Plan.	Continue to administer Annual Storm water and Spill Prevention Meeting with required attendance by designated supervisory personnel.
Revised					

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3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
4-01	Insert standard construction controls and penalties into contract documentation	Steve Legendre / Director of Operations	Erosion, sediment, and waste control	Standard construction controls maintained in contract documentation	Standard construction controls to be maintained in contract documentation
Revised					
4-02	Perform site inspections and impose penalties as required	Steve Legendre / Director of Operations	Erosion, sediment, and waste control	Site inspections performed as required	Site inspections performed as required
Revised					

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5-01	Standard post-construction controls and penalties into contract documentation.	Steve Legendre / Director of Operations.	Erosion, sediment, and waste control. Soil depth restored.	Standard post-construction controls maintained in contract documentation.	Standard post-construction controls to be maintained.
Revised					

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6-01	Contract for catch basin cleaning, inspection and repair	Steve Legendre / Director of Operations	Proper operation of storm water collection system	Contract activities satisfied	Contract activities to be satisfied
Revised					
6-02	Town of Wrentham to clean [public] roads and some parking areas.	Steve Legendre / Director of Operations	Proper operation of system with reduction of sand in [catch] basins	Town of Wrentham cleaning/sweeping of public roadways and certain parking areas was completed..	Town of Wrentham to clean public roads. Town of Wrentham to clean some parking areas if needed outside of contracted cleaning activities.
Revised	Inserted "public"		Inserted "catch"		
6-03	Contract for remaining parking areas to be cleaned.	Steve Legendre / Director of Operations	Proper operation of system with reduction of sand in [catch] basins	Contract for cleaning of remaining parking areas completed.	Contract to continue for remaining parking areas to be cleaned
Revised			Inserted "catch"		
6-04	Limit salt use; store salt/sand mixtures under roofed area.	Steve Legendre / Director of Operations	Limit salt to water table.	Salt use controlled. Salt/sand mixture stored under roofed area.	Salt use controlled. Salt/sand mixture to be stored under roofed area.
Revised					
6-05	Inspect and clean trash and debris from roadside and culverts	Steve Legendre / Director of Operations	Proper operation of storm-drain system	Regular inspection and cleaning of trash and debris from roadside and culverts completed.	Regular inspection and cleaning of trash and debris from roadsides and culverts.
Revised					

6a. Additions

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
7-01	Maintain status of all discharges being “Allowable”	Steve Legendre / Director of Operations	No significant nutrient or sediment loading	All discharges remain “Allowable” No illicit discharges detected.	All discharges maintained as “Allowable.” Continue to monitor for illicit discharges.
Revised					
7-02	Non-Storm Water Discharges not a significant contributor of pollutants.				No direct receiving waters where TMDL is applicable.
Revised	”				

7a. Additions

7b. WLA Assessment Not Applicable

Part IV. Summary of Information Collected and Analyzed

Testing was conducted on 5-14-06 during a heavy rainfall event. Test results for pH, Ammonia Nitrogen, and phosphate are attached. Ammonia Nitrogen test was accidentally substituted in place of the Nitrate test. Ammonia Nitrogen will continue to be tested for along with nitrate, phosphate, and pH. All testing is done at our waste water treatment plant by a certified operator in accordance with NPDES and DEP testing standards.

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Part V. Program Outputs & Accomplishments (OPTIONAL)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2006 through March 31, 2007)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	(\$)	4,000
Total program expenditures since beginning of permit coverage	(\$)	29,500
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		Gen Fund

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	N/A
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	N
Shoreline clean-up participation or quantity of shoreline miles cleaned ** -- Meadow Brook--	(y/n or mi.)	0.15 (all)
Shoreline cleaned since beginning of permit coverage	(mi.)	0.15
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	N/A
Note: DEP oversight/inspection of Hazardous Waste Collection at facility		
▪ community participation **	(# or %)	N/A
▪ material collected **	(tons or gal)	unknown
School curricula implemented	(y/n)	N/A

Legal/Regulatory	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "X")					
--Note: State contracts specify standard construction controls.					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	98
Estimated or actual number of outfalls	(#)	10
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	98
Mapping method(s)		
▪ Paper/Mylar	(%)	98
▪ CADD	(%)	98
▪ GIS	(%)	0
Outfalls inspected/screened ** -- Note: Inspected only -- No outfalls screened --	(# or %)	10
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	10
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed ** -- Note: Completed and maintained since Phase 1 --	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0
% of population on sewer	(%)	98
% of population on septic systems	(%)	1

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	0
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	0
Site inspections completed **	(# or %)	0
Tickets/Stop work orders issued **	(# or %)	0
Fines collected **	(# and \$)	0
Complaints/concerns received from public **	(#)	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	0
Site inspections (for proper BMP installation & operation) completed **	(# or %)	0
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	0
Low-impact development (LID) practices permitted and encouraged	(y/n)	0

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	1
Qty of structures cleaned **	(#)	82
Qty. of storm drain cleaned **	(%, LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	8 lbs
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	compost
Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	897.90

• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	10.95
• Disposal cost**	(\$)	0
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	0
• Vacuum truck(s) owned/leased	(#)	0
• Vacuum trucks specified in contracts	(y/n)	N
• % Structures cleaned with clam shells **	(%)	100
• % Structures cleaned with vector **	(%)	0

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	1
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	unknown
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	compost
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	1,069.00
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	N/A
• Disposal cost**	(\$)	0
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	0
• Vacuum street sweepers owned/leased	(#)	0
• Vacuum street sweepers specified in contracts	(y/n)	N
• % Roads swept with rotary brush sweepers **	%	100
• % Roads swept with vacuum sweepers **	%	0

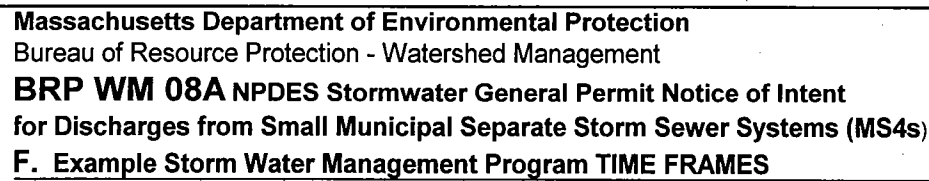
Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	2%
▪ Herbicides	(lbs. or %)	N/A

▪ Pesticides	(lbs. or %)	N/A
Integrated Pest Management (IPM) Practices Implemented	(y/n)	N

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	23% -- -- -- -- -- 77%
Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	N
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/lb mi. or %)	unknown
Estimated net reduction or increase in typical year sand application rate **	(±lbs/lb mi. or %)	unknown
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	N
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Y

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	0
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	0
• Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	0



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BMP ID #	PERMIT YEAR ONE				PERMIT YEAR TWO				PERMIT YEAR THREE				PERMIT YEAR FOUR				PERMIT YEAR FIVE				Next Permit
	Spring 03	Summer 03	Fall 03	Winter 03-04	Spring 04	Summer 04	Fall 04	Winter 04-05	Spring 05	Summer 05	Fall 05	Winter 05-06	Spring 06	Summer 06	Fall 06	Winter 06-07	Spring 07	Summer 07	Fall 07	Winter 07-08	
1 01	X		X		X		X		X				X				X				X
1 02							X		X				X				X				X
1 03																					X
1 04																					X
2 01							X		X				X				X				X
2 02							X		X				X				X				X
2 03							X		X				X				X				X
2 04							X		X				X				X				X
3 01																					X
3 02																					X
3 03																					X
4 01																					X
4 02																					X
5 01																					X
6 01	X				X				X				X				X				X
6 02					X				X				X				X				X
6 03									X				X				X				X
6 04																					X
6 05																					X